

Credit River Township Board Meeting

Monday, May 2, 2016 6pm

Meeting Minutes

6PM: Call Month Board Meeting to Order, Pledge of Allegiance

6PM: Reconvene Local Board of Appeal and Equalization Meeting

The May 2, 2016, Credit River Township Meeting was called to order with the Pledge of Allegiance at 6 pm, by Vice Chairman Novak.

Members Present: Chairman Kostik, Vice Chairman Novak, Supervisor Schommer, Supervisor Lawrence, Supervisor Howe

Others Present: Engineer Nelson, Attorney Ruppe, Treasurer LeVoor, Clerk Donovan

1. Approve or Amend Agenda

Chairman Kostik added CR 8 to Old Business Item 1 and Scottview Park as Item 6 to New Business.

Motion to Approve Amended Agenda with noted changes: Vice Chairman Novak

Second: Supervisor Howe

Motion Passed: 5-0

2. Consent Agenda

- 1) March 2016 Treasurer's Report**
- 2) April 2016 Developer's Escrow Statement**
- 3) April 4, 2016 Board Meeting Minutes**

Motion to Approve Consent Agenda: Supervisor Schommer

Second: Vice Chairman Novak

Motion Passed: 5-0

3. Open Forum

Caroline Schulte-Ruth McLeod will be 90 in a few days and mentioned her mother lived to 105. She says "hi" to all.

Tom Wolf advised CR 27 would be closed next week for a culvert replacement (south of CR 62). Also advised there will be a meeting with the Scott County Highway Department on Wednesday May 4 at 3:30 to discuss large parcels and the turn lane requirement.

4. Old Business

- 1) CR 8**

Jake Balk from Scott County updated the board on the CR 8 project. Project will be to France Blvd intersection by the end of May. Pending weather, it is estimated the traffic will be open both directions by September 1, which is two months ahead of schedule. There has been concern with traffic on side roads. Based on experience, more signage does not prevent people from driving around. Sheriff has been onsite and issuing tickets

for people going around signs. County cannot add signage for “no outlets” on roads that have outlets.

Prior Lake Fire Dept has been contacted directly regarding the curb issue.

Resident Anthony Meschke asked about the placement of signs for the detours. It was recommended that a “No Outlet” blade be added to France Blvd as a permanent solution.

The CR 68 & CR 27 Round About project will start up in April 2017.

2) Harvest Hills Quote

Chairman Kostik advised the Harvest Hills project could be separated from the Lucerne project and still use the FEMA Funds.

Motion to proceed with the Harvest Hills project: Supervisor Schommer
Second: Supervisor Lawrence
Motion Passed: 5-0

3) Rental Ordinance

Attorney Ruppe provided an Rental Ordinance for the board to review. Supervisor Lawrence questioned whether the Rental Ordinance should be done through a public notice or without public input. Rental Ordinance tabled until further notice.

4) Solicitation Ordinance

Chairman Kostik previously addressed concern with the current solicitation ordinance and requested a review of the ordinance due to issues with the Bloomington. Attorney Ruppe provided a revised solicitation ordinance which is consist with Savage and Prior Lake and issues with Bloomington ordinance.

Motion to Approve Revised Solicitation Ordinance 2016-01 in summary format:
Vice Chairman Novak
Second: Supervisor Howe
Motion Passed: 5-0

5) Wedding Barn and Farm Wineries

Supervisor Lawrence will provide comments to Scott County stating the board is in agreement with the county and will not be in attendance.

6) O & E Development (Owens Property / Tradition Development)

Escrow balance is at a negative balance after approving claims at the board meeting, which includes engineering fees and legal fees. Rob St. Sauver in attendance with a check to cover the escrow balance to date. Road Use Agreement received and reviewed by Attorney Ruppe.

Tabled until the June 6 board meeting to allow the board time to review the Road Use Agreement.

Mike Huntington, New Market Township Chairman, has reviewed the Road Use Agreement. Chairman Kostik reminded the board and Mr. Huntington about the joint road maintenance agreement which will be as discussed.

Rob St. Sauver provided an escrow check and will provide an additional \$10,000 as per the agreement.

7) Mediacom Franchise Agreement/Franchise Fee Revenue

Supervisor Lawrence advised the check from Mediacom has been received with the correction through 2010. The signed agreement was given to Attorney Ruppe for review.

5. New Business

1) 204th St. E Paving

Email received with request from resident to pave 204th St. E.

Board explained that a petition from residents will be required. New pave cost share is 20% of cost paid from township and 80% of cost paid by residents. An approval of 80% from benefitting residents will be required.

Prior quotes for a new pave project have been approximately \$15k to \$20k per property.

Richard Lee: Road condition is getting worse.

Jim Sulzbach: Road was estimated approximately 12 years ago.

Supervisor Schommer advised that gravel will be added to the road and dust coating completed by the end of May. A mild winter caused issues with many of the township roads.

2) Easement Vacate Request – Lots 13 & 14, Blk 1 – Cress View Estates

Request for the vacation of easement between two lots, Lot 13 Lot 14, Blk 1 in Cress View Estates.

Motion to approve Resolution 2016-06 Setting Public Hearing Date of June 6, 2016 for the vacation of easement Lot 13 & Lot 14, Blk 1 Cress View Estates: Vice Chairman Novak

Second: Supervisor Schommer

Motion Passed: 5-0

3) Parks and Town Hall Mowing Proposal for 2016 – 2017

Supervisor Lawrence received quote from Mark's Bobcat to mow the town hall, four parks, weed control and mow any foreclosed homes. Approval is recommended.

Motion to approve quotation from Mark's Bobcat: Supervisor Lawrence

Second: Supervisor Schommer

Motion Passed: 5-0

4) Prairie Hills Lane (Road Expenses)

Treasurer LeVoir reviewed the 2016 CIP Roads to be sealcoated which included Prairie Hills Lane. Cost sharing of this expense has been done in the past with Spring Lake Township. Treasurer LeVoir advised no formal agreement is in place for cost sharing with Spring Lake Township. The board recommends a Joint Power Agreement for road maintenance & snowplowing Supervisor Lawrence will send JPA to Spring Lake Chairman, which Attorney Ruppe will prepare.

5) Flemming Circle Street Lights

Request from resident requesting streetlights on Flemming Cr. The township does not pay for streetlights. The board will advise the sheriff department for extra patrol in the neighborhood. Resident will be contacted.

6) Scottview Park

Chairman Kostik advised that the condition of Scottview ball park is not good. Bases need replacement and weed maintenance is needed. Previously taken care of with the help of residents. Supervisor Schommer will get a quote from Mark's Bobcat.

6. Road Report

1) Culvert at Normandale Rd

Supervisor Howe was contacted by resident regarding a culvert issue at Normandale Road. Normandale Rd is not currently on CIP, board will look into when the next overlay is done by the county. Ditches need to be cleaned out by resident and the township can then clean out the culvert.

2) Annual Bridge Inspection Report

Two bridges were on the Annual Bridge Inspection report from Scott County. Engineer Nelson will look at the bridges in question.

3) Longview Lane

Engineer Nelson advised that Longview Lane is showing a lot of wear (cracking) and may be past the sealcoat stage. Overlay is needed, not on current CIP. Board will consider patching this year.

4) Century Lane

Engineer Nelson advised damage occurring (alligator cracking) on Century Lane possibly due to drainage issue. Correction would be expensive. Overlay in 2017 CIP for part of the road.

5) Franciscan Retreats CIP

Supervisor Howe received a message from a resident thanking for patching on this road but was wondering when the road was going to be overlayed. Supervisor Schommer mentioned that this area would require a full reconstruct, which the residents did not want.

6) CIP 2020-21

Supervisor Howe asked when the next CIP plan would be revised for the next 5 years. Engineer Nelson will prepare a draft and will have for the June Board Meeting for review.

Supervisor Schommer updated the board that dust coating and graveling will be done in May.

7. Engineer's Report

1) Consider Resolution Awarding Contract for Scottview Estates Improvement Project

Motion to Accept Resolution 2016-07 Awarding Bid and Accepting Contract for Scottview Estates Road Project: Supervisor Schommer
Second: Vice Chairman Novak
Motion Passed: 4-1 (Supervisor Lawrence opposed)

2) Markley Lake Study

Engineer Nelson received information from Prior Lake regarding Markley Lake. Engineer Nelson and Supervisor Schommer will be contacting DNR.

3) Seal Coat Project Update

Engineer Nelson advised that the Seal Coat Bid opening will be at 3pm on Tuesday, May 3. Supervisor Schommer will attend.

4) 2017 CIP Projects

Neighborhood informational meetings are usually planned in the fall, however, Engineer Nelson is recommending easement clearing this year so earlier informational meetings are suggested. Clerk Donovan will prepare letters to be sent to residents with a meeting of Monday, June 20th with the following times:

- i. Oak Hill Cr, Oak Hill Ln, Woodridge Dr, Park Lawn Ct, Valley View Ct - 6pm
- ii. Kane Ave, Century Lane, Bonita Way- 6:45pm
- iii. Clemwood Drive - 7:30pm
- iv. Towering Oaks Curve, Towering Oaks Trail - 8:15pm

8. Treasurer Report

1) Transfer Funds

Treasurer LeVoor requested the transfer of \$15,000 from the township savings to checking account.

Motion to approve the transfer of \$15,000 from the Township Savings to the Township checking Account: Supervisor Lawrence

Second: Supervisor Howe

Motion Passed: 5-0

2) Performance Review

Vice Chairman Novak gave a summary of Treasurer LeVoor's review to the board. Chairman Kostik recommends a payroll increase for Treasurer LeVoor based on her outstanding job performance.

Motion to approve the Payroll Increase for Treasurer LeVoor: Supervisor Schommer

Second: Vice Chairman Novak

Motion Passed: 5-0

9. Clerk's Report

10. Town Hall

11. Review and Pay Bills

Checks:	Paid to:	Amount:	Comments:
Paid Chk# 000376E	ANCHOR BANK	40.00	ACH/Check Scanner Fees
Paid Chk# 000377E	VISA COMMUNITY CARD	\$168.00	Postage/Stamps; iContact Fee
Paid Chk# 000378E	EFTPS	\$1,613.27	FICA/Medicare/Fed WH
Paid Chk# 000379E	PERA	\$727.83	PERA
Paid Chk# 000380E	MINNESOTA REVENUE MW5	\$141.12	State WH
Paid Chk# 008740	AL NOVAK	\$941.97	April 2016 Srv Paid in May 2016
Paid Chk# 008741	BRENT LAWRENCE	\$928.12	April 2016 Srv Paid in May 2016
Paid Chk# 008742	CHRIS KOSTIK	\$681.06	April 2016 Srv Paid in May 2016
Paid Chk# 008743	KAREN DONOVAN	XXXX	April 2016 Srv Paid in May 2016
Paid Chk# 008744	LEROY SCHOMMER	\$1,080.49	April 2016 Srv Paid in May 2016
Paid Chk# 008745	PAUL HOWE	\$837.02	April 2016 Srv Paid in May 2016
Paid Chk# 008746	SARAH LEVOIR	XXXX	April 2016 Srv Paid in May 2016
Paid Chk# 008747	BOHNSACK EXCAVATING INC.	\$2,442.75	Culvert-Dakota Ave; Ditch-Broadview & Texas
Paid Chk# 008748	BRENT LAWRENCE	\$14.04	April 2016 Expense Reimbursement

Paid Chk# 008749	CENTERPOINT ENERGY	\$71.05	Town Hall Gas
Paid Chk# 008750	CERTIFIED RECYCLING	\$30.00	Disposal - Recliner
Paid Chk# 008751	CHORES AND MORE BY HEIDI INC	\$180.00	Town Hall Full Clean - 03/29/16 & 04/26/16
Paid Chk# 008752	CITY OF LAKEVILLE	\$286.32	Plowing & De-icing Judicial Road - March 2016
Paid Chk# 008753	COLLINS TREE CARE, INC	\$3,100.00	Tree Trimming & Removal - Various Roads
Paid Chk# 008754	COURI & RUPPE, P.L.L.P.	\$9,588.75	Legal Fees
Paid Chk# 008755	ECM PUBLISHERS INC	\$224.95	Legal Publishing Notices
Paid Chk# 008756	FENC-CO INC	\$1,650.00	Country Court Park - Furnish/Install Fence
Paid Chk# 008757	FINANCE & COMMERCE, INC.	\$135.01	Ad for Bids - Sealcoat Project 2016
Paid Chk# 008758	G&K SERVICES	\$81.20	Town Hall Rug Service - April 2016
Paid Chk# 008759	GALLAGHERS	\$4,056.00	April 2016 Gravel Road Mtc
Paid Chk# 008760	GOPHER STATE ONE CALL	\$23.20	March 2016 Utility Locates
Paid Chk# 008761	GOPHER STATE SEALCOAT INC	\$13,166.00	Crackfilling 2016 - Various Township Roads
Paid Chk# 008762	HAKANSON ANDERSON ASSOC INC	\$16,097.84	Engineering
Paid Chk# 008763	IAN A. RABANUS	\$694.00	NPDES Escrow Refund - 21681 France Blvd.
Paid Chk# 008764	INTEGRA TELECOM	\$651.04	Phone
Paid Chk# 008765	KAREN DONOVAN	\$69.44	April 2016 Expense Reimbursement
Paid Chk# 008766	KRAEMER MINING& MATERIALS INC	\$182.19	April 2016 Gravel Road Mtc
Paid Chk# 008767	MARKS BOBCAT SERVICE, INC.	\$1,675.00	Street Sweeping 2016 - Various Roads
Paid Chk# 008768	MVEC	\$784.58	Electricity
Paid Chk# 008769	NATURAL SYSTEMS UTILITIES MN	\$5,937.90	CSTS Monitoring
Paid Chk# 008770	PARI SCHILZ	\$84.00	Clerk Sub - Wages
Paid Chk# 008771	PAUL HOWE	\$10.80	April 2016 Expense Reimbursement
Paid Chk# 008772	ROVE PEST CONTROL	\$75.00	Quarterly Pest Control Service - Town Hall
Paid Chk# 008773	SARAH LEVOIR	\$50.00	April 2016 Expense Reimbursement
Paid Chk# 008774	SCOTT COUNTY ASSOCIATION		
Paid Chk# 008774	TWPS	\$2,730.08	2016 MAT Dues & SCAT Dues
Paid Chk# 008775	SCOTT COUNTY TREASURER	\$9,464.00	1st Half 2016 Salt - 104 Tons
Paid Chk# 008776	SW NEWSMEDIA	\$617.47	Legal Publishing Notices
Paid Chk# 008777	TRANS-ALARM	\$89.85	Town Hall Alarm Monitoring Service Qtrly Fee
Paid Chk# 008778	U.S. BANK EQUIPMENT FINANCE	\$143.25	Lease Payment Copier - May 2016
Paid Chk# 008779	XCEL ENERGY	\$13.09	St. Francis Light

Total 85,319.12

12. Adjourn

There being no further business before the Town Board, a motion to adjourn was heard.

Motion to Adjourn May 2, 2016 Credit River Township Meeting:

Second:

Motion passed: 5-0

The May 2, 2016 Credit River Township Board Meeting was adjourned at 9:15 pm.

Recorded by:

Karen Donovan
Clerk of Credit River Township

Approved by:

Chris Kostik
Chairman
Credit River Township